

**REGULAR MEETING  
OCTOBER 15, 2024  
MINUTES**

**1. Call to Order**

Sarah Schultz, Board President, called the meeting to order at 7:00 p.m. at the Black River Middle School Cafeteria, 133 North Road, Chester, NJ 07930.

**2. Sunshine Announcement**

Sarah Schultz, Board President, announce that this meeting is being held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and that adequate notice of the date, time and location has been sent to the Daily Record and has been posted and filed with the Chester Township and Chester Borough Clerks. The annual meeting calendar has also been sent to each District school and the Chester Post Office. Additionally, the agenda has been posted on the District website prior to the Board meeting.

**3. Roll Call**

Erick Arostegui	Yes	Suzanne Dundon	Yes
John Barounis	Yes	Melissa Mauro-Duffy	Yes
Carolyn Byszewski	Yes	Sarah Schultz	Yes
Adam Colicchio	Yes	Adam Sorchini	Yes
Matthew Downs	Absent	<b>Quorum</b>	Yes

**4. Pledge of Allegiance**

Sara Schultz, Board President, led the Board in the Pledge of Allegiance.

**5. Presentations**

NJSLA ACCESS DLM Results-Presented by Mr. Brad Currie, Dr. Jeanette Krone and Andrew White

**6. Administration**-Dr. Christina VanWoert and Peter Frascella Business Administrator/Board Secretary

**6a. Superintendent's Report**

*Chris announced her retirement.*

**6b. Business Administrator's Report**

*Congratulations, Board packets for conference*

**7. President's Comments**

*Sarah congratulated Chris VanWoert on her retirement. She thanked the teachers for the clubs. She spoke about the Morris County School Delegate meeting.*

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**8. Public Commentary**

*None*

**9. Approval of Minutes**

**9a. Approves Meeting Minutes from September 24, 2024**

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on September 24, 2024.

**9b. Approves Executive Meeting Minutes from September 24, 2024**

RESOLVED, that the Chester Board of Education approves the Executive meeting minutes of the meeting held on, September 24, 2024.

Motion by John Barounis      Seconded by Carolyn Byszewski

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes

**10. Committee of The Whole—*All*.**

**10a. Approves 2024-2025 Board of Education Goals**

RESOLVED, that the Chester Board of Education approves 2024-2025 Board of Education Goals.

<p><b>Goal One: Focus on the planning, construction and completion of the projects supported by the \$1.6 million dollars awarded the Chester Board of Education from the NJDOE for ROD Grant Projects, along with additional projects as specified in our Five-Year Long Range Facilities Plan.</b></p>
<p><b>Goal Two: Research and implement new and exploratory educational programs and approaches to teaching and learning that are focused on developing students' academic and real world life skills to help them become even more successful in high school, college and career.</b></p>
<p><b>Goal Three: Increase opportunities for collaborative community involvement and student well being through a renewed focus on developing well rounded, healthy and productive young adults.</b></p>

Motion by Carolyn Byszewski      Seconded by Erick Arostegui

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes

**10b. Approves 2025-2026 Chester School District Calendar**

RESOLVED, that the Chester Board of Education approves the 2025-2026 Chester School District calendar.

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*Discussion about the calendar, adding 12/22 and 12/23 and take off at the end of the year.*

Motion by Adam Colicchio    Seconded by John Barounis

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes

- 11. Buildings, Grounds, Transportation/Finance-** Carolyn Byszewski (Chair), Adam Sorchini, Adam Colicchio and John Barounis

**11a. Approves Bills List**

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves payment of the bills list as approved by the Finance Committee.

Bills List/Payroll		Totals
Payroll	09/30/2024	\$692,788.58
Payroll	10/15/2024	\$689,505.24
Bills List	10/15/2024	\$916,152.71

**11b. Approves Monthly Appropriation Transfers for August 2024**

RESOLVED, that the Chester Board of Education approves the following transfers within the 2023-2024 budget for the month of August 2024 in compliance with N.J.A.C. 6A: 23A-16.10 (c) 1.; a copy of which is available for public review in the Chester Board of Education Business Office.

**11c. Approves Monthly Transfer Report for August 2024**

RESOLVED, that pursuant to N.J.A.C. 6A:23A-13.3, the Chester Board of Education approves the Monthly Report of Transfers for August 2024; a copy of which is available for public review in the Chester Board of Education Business Office.

**11d. Approves Board Secretary Report for August 2024**

RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.A.C. 6A:23A-16.2(h), the Chester Board of Education approves the Report of the Board Secretary for August 2024; a copy of which is available for public review in the Chester Board of Education Business Office.

**11e. Approves Board Treasurer Report for August 2024**

RESOLVED, that pursuant to N.J.S.A. 18A:17-36, the Chester Board of Education approves the Report of the Treasurer of School Monies for August 2024; a copy of which is available for public review in the Chester Board of Education Business Office.

**11f. Approves Certification of Secretary and Treasurer Report for August 2024**

RESOLVED, that pursuant to N.J.A.C. 6A:23-16.10 (c) 3, the Board Secretary does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation; and

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Chester Board of Education has reviewed for the minutes of this meeting the Board Secretary and Treasurer's monthly financial report for August 2024 and that no major account or fund has been over-expended

**11g. Approves Travel Requests**

RESOLVED, that pursuant to N.J.S.A. 18A:11-1 and N.J.A.C.6A:23A and Board Policy 9250 and upon the recommendation of the Superintendent, the Chester Board of Education approves the following travel requests:

<b>Date</b>	<b><u>Employee</u> Conference/Workshop</b>	<b>Registration- Tuition</b>	<b>Travel Misc.</b>	<b>Estimated Total Expense</b>
10/29/2024	Andrea Colicchio Mental Health Toolbox for CST Professionals Somerset, NJ	\$0.00	\$26.13	\$26.13
11/18-11/19 2024	John Machusky Brain Storm Poconos 2024 Pocono Manor, PA	\$370.00	\$373.50	\$743.50
11/6 – 11/10 2024	Joseph Pizzo AMLE National Confer- ence Nashville, Tenn.	Paid by AMLE	\$355.00	\$355.00

**11h. Approves Fall Bus Evacuation Drills**

RESOLVED, that pursuant to N.J.A.C. 6A:27-11.2, the Chester Board of Education documents that the following bus evacuation drills were held:

1. At Black River Middle School, on October 9, 2024 at 2:25 p.m. in the front parking lot for bus routes 1-11 and vans 5, 7 and 8 by Principal Andrew White and Assistant Principal Rebecca Tsihlas.
2. At Dickerson and Bragg Schools on September 19, 2024 at 3:20 p.m. in the bus pickup/drop-off loop behind the schools for bus routes 1-15 and vans 5, 7 and 8 by Principals Melissa Fair and Michael DeLoreto.
3. At Bragg Schools on September 19, 2024 at 9:00 a.m. in the bus pickup/drop-off loop behind the schools for non-riders and at Dickerson on September 20, 2024 at 9:10 a.m. in the front of the school for non-riders by Principals Michele Tarnofsky and Michael DeLoreto.

**11i. Authorizes Submission of Comprehensive Maintenance Plan and M-1**

WHEREAS, pursuant to N.J.A.C. 6A:26A, the New Jersey Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public-school facilities; and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Chester Board of Education are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid;

NOW THEREFORE BE IT RESOLVED, that the Chester Board of Education hereby authorizes and directs the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 in compliance with New Jersey Department of Education requirements.

**11j. Approves Travel Requests**

RESOLVED, that pursuant to N.J.S.A. 18A:11-1 and N.J.A.C.6A:23A and Board Policy 9250 and upon the recommendation of the Superintendent, the Chester Board of Education approves the following travel requests:

Date	<u>Employee</u> Conference/Workshop	Registration- Tuition	Travel Misc.	Estimated Total Expense
10/29/2024	Vivian Norman Mental Health Toolbox for CST Professionals Somerset, NJ	\$0.00	\$26.13	\$26.13

Motion by Adam Colicchio

Seconded by Melissa Mauro Duffy

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes
7-0-1 (11g)	Yes	Yes	Yes	Abstain	Absent	Yes	Yes	Yes	Yes

**12. Curriculum/Governance/Personnel-** Melissa Mauro Duffy (Chair), Erick Arostegui, Suzanne Dundon and Matthew Downs

**12a. Approves Merit Salary Bonuses for Superintendent’s Contract (VanWoert)**

WHEREAS, N.J.A.C. 6A:23A-3.1 permits a board of education to include in its contract with the Superintendent of Schools, quantitative and qualitative criteria and associated merit salary bonuses in recognition of their achievement during the school year, and

WHEREAS, the Chester Board of Education has now developed a set of annual goals for the 2024-2025 school year that it wishes to include in its contract with the Superintendent,

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WHEREAS, the Executive County Superintendent approved the Merit goals,

NOW, THEREFORE BE IT RESOLVED that the Chester Board of Education establishes the following qualitative criteria and merit salary bonuses:

<b>Qualitative Merit Goals</b>	
In keeping with NJAC 68:8-3.1, <i>Strengthening Gifted and Talented Education Act</i> , the Superintendent will research, examine and compare a number of exemplary Gifted and Talented Education Programs across the state to determine how to successfully and strategically employ the most current best practice teaching and learning models and pedagogy to meet the needs of our Gifted and Talented students and help them attain the highest levels of academic success.	2.5% of salary
In keeping with our Chester Board of Education goals for increased opportunities for Community Enrichment, the Superintendent will organize a series of Superintendent and Principal Roundtable Open Forums with our two new principals at our Dickerson School K - 2; and our Bragg School 3 - 5. Helping to facilitate community engagement, the Superintendent and Principals will organize four community forums (two at each school) to invite parents and community members in to meet and get to know the two new principals, along with their educational philosophies and plans for each school.	2.5% of salary

**12b. Approves Classroom Observation (Torgersen)**

RESOLVED, upon the recommendation of the Superintendent, the Chester Board of Education approves SUNY Oneonta student Anna Torgersen to complete 15 hours of classroom observation during October 2024 at Dickerson School.

**12c. Approves 2024-2025 Organization Chart**

RESOLVED, that the Chester Board of Education approves the Organization Chart for the 2024-2025 school year and affixes a copy to the minutes of this meeting.

**12d. Accepts Retirement (Leckie)**

RESOLVED, that the Chester Board of Education accepts the retirement of BRMS History teacher David Leckie effective December 31, 2024 with much gratitude for 25 years of service to the Chester School District.

**12e. Approves Staff for Extra-Curricular Activity (Chaperones)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff to conduct a board approved extra-curricular activity (Chaperone) for the 2024-2025 school year with stipend as determined by Schedule "B" of the Agreement between The Chester Board of Education and The Chester Education Association:

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Melissa D'Auria	Patricia Pohan
Krista Maico	Cinthia Rodriguez
Lori Mauger	Amy Schwartz
Sean McQueeney	Sarah Warren

**12f. Approves Staff for Extra-Curricular Activity (Coaches)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff to conduct a board approved extra-curricular activity (Coaches) for the 2024-2025 school year with stipend as determined by Schedule "B" of the Agreement between The Chester Board of Education and The Chester Education Association:

<b>Winter Season:</b>	
<b>Wrestling</b>	
Head Coach	Sean McQueeney
Assistant Coach	Andy Gray
<b>Cheerleading</b>	
Head Coach	Sarah Warren
Assistant Coach	Gretchen Capan
<b>Girls' Basketball</b>	
Head Coach:	Cat McPherson
Assistant Coach	Melissa D'Auria
<b>Boys' Basketball</b>	
Head Coach	Jim Yankowicz
Assistant Coach	Russel Schilp

**12g. Approves 2024-2025 Behavior Threat Assessment Teams**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following Dickerson staff members as Behavior Threat Assessment Teams:

**Dickerson Elementary School (Grades PK-2)**

- Nicole Healy (Teacher)
- John Christie (Teacher)
- Michelle Lakefield (Guidance Counselor)
- Karen Andolina (Guidance Counselor)
- Sarah Southwick (School Psychologist)
- Melissa Scherzer (School Psychologist)
- Brandon Kornbluh (Social Worker)
- Amy Hayes (Social Worker)
- Michele Tarnofsky (Principal)

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- Arnel Villalobos (Police Officer)
- Brad Currie (School Safety Specialist)
- Jeanette Krone (Director of Special Services)

**Bragg Elementary School (Grades 3-5)**

- Nicole Hey (Teacher)
- Deborah Androvette (Teacher)
- Jerry Castro (Teacher)
- Andrea DiFabrizio (Guidance Counselor)
- Sarah Southwick (School Psychologist)
- Melissa Scherzer (School Psychologist)
- Brandon Kornbluh (Social Worker)
- Amy Hayes (Social Worker)
- Arnel Villalobos (Police Officer)
- Mike DeLoreto (Principal)
- Brad Currie (School Safety Specialist)
- Jennette Krone (Director of Special Services)

**Black River Middle School**

- Dana Mazza (Teacher)
- Sean McQueeney (Teacher)
- Milli Roskie (Teacher)
- Krista Maico (Teacher)
- Andrew White (Principal)
- Rebecca Tsihlas (Vice Principal)
- Amal Azzara (Guidance Counselor)
- Jenna Spence (Guidance Counselor)
- Tim Morris (Guidance Counselor)
- Amy Hayes (Social Worker)
- Melissa Scherzer (School Psychologist)
- Sarah Southwick (School Psychologist)
- Anne Pape (Nurse)
- Arnel Villalobos (Police Officer)
- Brad Currie (School Safety Specialist)
- Jeanette Krone (Director of Special Services)

**12h. Approves 2024-2025 Home Instruction Teacher (Marianino)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Lauren Marianino to provide home instruction to student #20593 to be paid the contracted rate of \$50 per hour effective September 30, 2024.

**12i. Approves 2024-2025 Bus Aide (Alban)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Rose Alban be a bus aide at the hourly rate of \$20.



**12j. Approves Professional Work (Capan)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Gretchen Capan to attend the Multilingual Meeting on October 8, 2024 to be paid the contracted rate of \$62 per hour.

**12k. Approves Professional Work (Capan)**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Gretchen Capan to attend CANDO parent meetings to be paid the contracted rate of \$62 per hour.

**12l. Approves 2024 Washington DC Trip Chaperone (McPherson)**

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Catherine McPherson to chaperone the 2024 8<sup>th</sup> Grade trip to Washington DC to be paid the overnight chaperone rate of \$297.00 per night as outlined in Schedule B of the CEA contract.

**12m. Approves Staff for 2024-25 Clubs and Extracurricular Activity**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following staff members to conduct a board approved club and extra-curricular activities for the 2024-2025 school year with stipend as determined by Schedule "B" of the Agreement between The Chester Board of Education and The Chester Education Association:

Drama Advisor	Bragg	\$2,425.00	Bob Gruver
Drama Advisor	Bragg	\$2,425.00	Katie Strauss

**12n. Accepts Retirement (Van Woert)**

RESOLVED, that the Chester Board of Education accepts the retirement of School Superintendent, Dr. Christina Van Woert effective April 1, 2025 with much gratitude for 20 years of service to the Chester School District.

**12o. Approves Professional Development for Paraprofessionals**

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approve the following employees to be paid their contracted rate for 2 hours to attend professional development on October 14, 2024:

Kimberly Gern  
Salvatore Giordano  
John Kovach  
Dina Marks

Motion by Carolyn Byszewski

Seconded by Melissa Mauro Duffy

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes

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13. **Policy**-Adam Sorchini (Chair), Adam Colicchio, John Barounis and Melissa Mauro Duffy  
**None**

14. **Executive Session**

RESOLVED, that pursuant to NJS.A. 10:4-12 and 10:4-13 the Chester Board of Education holds a closed session on October 15, 2024 at 8:30 p.m. to discuss HIB, personnel and items falling under attorney client privilege. It is expected that the minutes will be made public as soon as official action is taken.

Motion by Carolyn Byszewski

Seconded by Adam Sorchini

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes

15. **Return to Public Session**

*Upon the motion of John Barounis and seconded by Carolyn Byszewski the Board returned to Public Session at 9:25p.m.*

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes

16. **Committee of The Whole—All**

16a. **Approves Superintendent's Recommendation for 2024-2025 HIB Case # 1**

RESOLVED, that the Chester Board of Education approves the Superintendent's recommendation for 2024-2025 HIB Case # 1

Motion by Melissa Mauro Duffy

Seconded by Carolyn Byszewski

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes

17. **Unfinished Business**

*Carolyn asked about the track and lights.*

18. **New Business**

*John spoke about Patriots week will need an annual resolution.*

19. **Adjournment**

*There being no further business to discuss, upon the motion of John Barounis and seconded by Adam Sorchini, the Board considered a motion to adjourn at 9:30 p.m.*

Roll Call Vote	EA	JB	CB	AC	MD	SD	MMD	SS	AS
8-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes

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Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Peter Frascella". The signature is stylized with a large initial "P" and a long horizontal stroke at the end.

Peter Frascella  
Board Secretary